

United States Environmental Protection Agency POSITION DESCRIPTION COVERSHEET		1. DUTY LOCATION Chicago, Cook, Illinois		2. POSITION NUMBER N3543XW	
3. CLASSIFICATION ACTION: a. Reference of Series and Date of Standards Used to Classify this Position <i>OPM JF PCS for Prof. Work in the Eng. & Arch. Group, 0800, New 08</i>					
b. Title		c. Pay Plan	d. Series	e. Grade	f. CLC
Official Allocation ENVIRONMENTAL ENGINEER		GS	0819	13	
4. Supervisor's Recommendation					
5. ORGANIZATIONAL TITLE OF POSITION (if any) BIOLOGICALS EXPERT		6. NAME OF EMPLOYEE JOHN COLLETT			
7. ORGANIZATION (Give complete organizational breakdown)		a. SECTION 1			
a. U.S. ENVIRONMENTAL PROTECTION AGENCY		f.			
b. REGION 5		g.			
c. WATER DIVISION		h. Employing Office Location CHICAGO, ILLINOIS			
d. NPDES PROGRAMS BRANCH		i. Organization Code 90368010			
8. SUPERVISORY STATUS					
<input type="checkbox"/> [2] Supervisor or Manager. Position requires the exercise of supervisory or managerial responsibilities that meet, at least, the minimum requirements for application of the General Schedule Supervisory Guide (GSSG) or similar standards for minimum supervisory responsibility specified in other position classification standards. <input type="checkbox"/> [4] Supervisor. Position meets the definition of Supervisor in 5 U.S.C. 7103(a)(10), but does not meet the minimum requirements for application of the GSSG. <input type="checkbox"/> [5] Management Official. Position meets the definition of Management Official in 5 U.S.C. 7103(a)(11), but does not meet the GSSG definition of Supervisor/Manager or the definition of Supervisor in 5 U.S.C. 7103(a)(10). <input type="checkbox"/> [6] Lead. Position leads a team performing one-grade interval work and meets the minimum requirements for application of Part I of the Work Leader Grade Evaluation Guide (WLGE) or is under a wage system and meets similar minimum requirements as specified by those job standards or other directives of the applicable pay system. <input type="checkbox"/> [7] Team Leader. Position leads a team performing two-grade interval work and meets the minimum requirements for application of Part II of the WLGE. <input checked="" type="checkbox"/> [8] All Other Positions. Position does not meet any of the above definitions. This is a non-supervisor/non-managerial position.					
9. SUPERVISORY CERTIFICATION I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships and that the position is necessary to carry out governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.					
a. Typed Name and Title of Immediate Supervisor PATRICK KUEFLER, SECTION CHIEF NPDES PROGRAMS BRANCH, SECTION 1		d. Typed Name and Title of Second-Level Supervisor KEVIN PIERARD, BRANCH CHIEF NPDES PROGRAMS BRANCH			
b. Signature	c. Date	e. Signature	f. Date		
<i>[Signature]</i>	<i>6/11/13</i>	<i>[Signature]</i>	<i>6/10/13</i>		
10. OFFICIAL CLASSIFICATION CERTIFICATION: I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.					
a. Promotion Potential <input type="checkbox"/> X This position has no promotion potential <input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade:					
b. PSB Risk Designation <input type="checkbox"/> 01 Low <input checked="" type="checkbox"/> 02 Moderate <input type="checkbox"/> 03 High Security Clearance Required: <input type="checkbox"/> Yes <input type="checkbox"/> No	c. Financial Disclosure Form <input type="checkbox"/> OGE-450 Required <input type="checkbox"/> OGE-278 Required <input checked="" type="checkbox"/> No financial disclosure forms required	d. "Identical, Additional" (IA) Allocation. This position <input checked="" type="checkbox"/> may be IA'ed <input type="checkbox"/> may not be IA'ed <input type="checkbox"/> is limited to current incumbent	e. FLSA Determination <input type="checkbox"/> NONEXEMPT <input checked="" type="checkbox"/> EXEMPT* (*check exemption category) <input type="checkbox"/> Administrative <input checked="" type="checkbox"/> Professional <input type="checkbox"/> Executive	f. Functional Classification Code	
g. Bargaining Unit Code 1050	h. Check, if applicable: <input type="checkbox"/> Medical Monitoring Required <input checked="" type="checkbox"/> Extramural Resource Management Duties (75% of time) <input type="checkbox"/> This position is subject to random drug testing ()		i. Classifier's Signature <i>[Signature]</i> Classified by FPMI		j. Date <i>6/21/13</i>
11. REMARKS					

POSITION DESCRIPTION
Environmental Engineer, GS-0819-13
Position No. N3543XW

I. INTRODUCTION:

NPDES Programs Branch, Water Division, Region 5, USEPA, Chicago, Illinois. The Branch is responsible for programs and activities related to: The National Pollutant Discharge Elimination System (NPDES) permit program for point source discharges established by section 402 of the Clean Water Act (CWA). The industrial pretreatment program for industrial users of publicly owned treatment works established by sections 307 and 402 of the CWA; Municipal Sewage Sludge Program established by section 405 of the CWA; Municipal technical assistance programs that promote effective and efficient treatment operations and compliance of municipalities with their NPDES permit requirements; and, multi-media technical, regulatory and pollution prevention assistance.

The work of the NPDES Program Branch involves activities and practices concerned with the control and reduction of the quantities of pollutants discharged from municipal and industrial wastewater discharges into waters of the United States. The primary focus is the management and administration of the NPDES Program, under the legislative authority of the Clean Water Act. This responsibility includes ensuring that EPA-controlled NPDES documents are developed and issued in a timely and legal manner; developing policy, procedures and internal controls for the development, review (administrative and technical) and final issuance of these documents; ensuring that adequate coordination takes place between the states, operations office, applicants, and other EPA offices for the drafting, review, public notice, certification, adjudication, modification, and re-issuance of NPDES documents.

The incumbent serves as the biosolids expert for the Division to coordinate advanced environmental engineering technology, research and analysis of biosolids. The employee reports directly to a supervisory environmental protection specialist who serves as the NPDES Programs Deputy Branch Chief.

II. MAJOR DUTIES AND RESPONSIBILITIES:

Communicates with colleagues, agency management and other contacts outside the agency to gain information and corroboration on findings. Writes project plans, technical papers, publications, etc.

Accomplishes duties related to environmental management and/or protection.

Reviews and analyzes technical and/or administrative issues in order to implement environmental programs.

Program/Project Management

Provides advice and assistance to state, local, and/or tribal governments on matters relating to the development, execution, and monitoring of adequate environmental protection policies, plans, and programs. Serves as a technical authority in providing expert advice and assistance to state,

local and/or tribal governments on matters relating to the development, execution and monitoring of the most complex and politically sensitive environmental protection policies, plans, and programs. Develops and/or analyzes proposals for new or revised environmental protection regulations and determines their impact on air, water, and/or land resources. Responds to inquiries from congressional representatives and the general public concerning the interpretation and application of new plans and policies designed to meet program objectives.

Permitting

Performs work related to the issuance and review of NPDES permits and the oversight of state and industry pollution control/pollution prevention programs. Evaluates the performance of state programs to ensure that the program is properly implemented. Negotiates with dischargers and other interested parties to resolve issues related to permit requirements, and provides technical support to defend technical and legal challenges to permits. Meets with state program managers to provide advice and assistance on all aspects of implementation including regulatory and policy requirements, legislation, technical aspects of permit, permit application process, and permit issuance strategies. Participates in the development of state permit issuance strategies and work plans; coordinating state and EPA environmental and program priorities. Provides liaison and consultation with state and EPA Headquarters regarding implementation issues and development of regulations, policies and guidance. Serves as a regional technical expert. Negotiates with dischargers and other interested parties to resolve issues related to permit requirements, and provides technical support to defend technical and legal challenges to permits. Develops and implements special regional program NPDES permit guidance and/or policies to ensure that regional/agency concerns are addressed within the framework of national program requirements. Evaluates the performance of state programs to ensure that the program is properly implemented.

Analyzes technical environmental issues and/or performs work involving the review and implementation of environmental standards and regulations.

Identifies areas of need for technical training on biosolids management. Organizes and conducts technical information and training for Agency staff, consultants, State agencies and permittees as appropriate.

Scientific and Technical Analysis

Uses analytical methods and techniques to analyze a wide range of environmental protection, and/or environmental management issues. Performs quality control functions by reviewing and evaluating technical analyses, studies, sampling, or other forms of data processed by others, within or outside EPA, for technical adequacy and acceptability. Provides specialized technical assistance, or interpretations of data on matters related to a specific scientific/engineering methods, approaches, functions, and processes. Disseminates scientific/technical information through oral briefings, written documents, workshops, conferences, and seminar presentations, and/or public hearings to provide information on significant technical and/or policy issues on a specific program, function, or activity. Makes formal presentations of a technical and policy nature before state and local agency officials, private industry, and public and private groups.

Regulation Development, Review, and Implementation

Reviews and implements environmental technical standards, guidelines, policies, and formal regulations. Drafts and recommends regulatory policies and directives for implementation in the NPDES program area including those for the implementation of the National Biosolids Program.

Coordinates scientific and technical issues with economic considerations which reflect a balance.

III. EVALUATION FACTORS

Factor 1 – Knowledge Required by the Position Level 1-8 1550 Points

Broad knowledge of the Clean Water Act programs and activities. Knowledge of EPA programs and policies. Knowledge of the Water Division procedures, processes and practices.

Mastery of specialty areas in environmental engineering sufficient to apply new developments and theories to critical and novel problems; extend and modify approaches, precedents, and methods to solve a variety of scientific technical problems with unprecedented aspects; and make decisions or recommendations that significantly affect the content, interpretation, or development of major policies or programs concerning critical or major scientific technical issues.

Broad knowledge of the NPDES permit program and activities related to the treatment and disposal of biosolids. Mastery of program principles, concepts, practices, methods, and techniques to apply new developments and theories to major problems not susceptible to treatment by accepted methods.

Expert knowledge of Federal, State, and local laws and regulations, documentation and reporting requirements and lawmaking or rule making processes sufficient to make decisions or recommendations significantly changing, interpreting, or expanding important agency/national policies and programs.

The position requires a mastery of applicable environmental statutes and regulations.

Factor 2 – Supervisory Controls Level 2-4 450 Points

The employee reports directly to a supervisory environmental protection specialist who serves as the NPDES Programs Deputy Branch Chief.

The supervisory establishes overall objectives and resources available. The supervisor and engineer jointly develop projects, priorities and deadlines. The engineer independently plans and carries out assignments, interprets policy, coordinates work with other, resolves most of the conflicts that arise, and keeps the supervisor informed of far-reaching implications. Completed work is reviewed from an overall standpoint in terms of feasibility, and effectiveness in meeting requirements.

Factor 3 – Guidelines Level 3-4 450 Points

Technical, regulatory, and policy guidelines are often broad and nonspecific. The engineer is required to use resourcefulness and perception based on experienced judgment, to adapt or interpret general guidelines; to deviate from or extend traditional practices, methods, and techniques, or to resolve situations where precedents are not available or not applicable.

Factor 4 – Complexity Level 4-5 325 Points

Provides regional program oversight and engineering advisory services to engineers in state and local and tribal government offices, and engineers and private industry representatives. Assignments are of such breadth, diversity, and intensity that they involve many varied and complex features, and typically contain a combination of complex features that involve serious or difficult to resolve conflicts between engineering and management requirements. The work requires originating innovative engineering techniques, establishing criteria and standards applicable to wide range of engineering problems and conditions, or developing and/or analyzing proposals for new or revised environmental protection regulations and determining their impact on air, water, and/or land resources.

Decisions regarding what needs to be done involves researching, analyzing a wide range of complex, difficult, or sensitive problems concerning water quality programs and water pollution control techniques.

The employee uses judgment and ingenuity in matters relating to the development, execution and monitoring of and advising on the most complex and politically sensitive environmental protection policies, plans, and programs.

Factor 5 – Scope and Effect Level 5-4 Scope and Effect 225 Points

The work includes the resolution of a broad range of critical or highly unusual engineering problems, development of innovative approaches or guides, or the determination of the effectiveness and validity of proposed or current policies and programs. The engineer serves as an expert advisor and consultant to officials and managers within or outside the agency on a broad range of engineering activities and broad policy issues.

The work affects the agency's, the region's, and states' water quality programs and the safety and quality of life of the residents within and around the affected municipalities. The work also affects the ability of the agency to meet its goals and the needs of its customers.

Factor 6 – Personal Contacts Level 6-3 60 Points

Personal contacts include a wide range of professional and administrative personnel throughout the agency, at other federal agencies, in state and local government, private industry, academia, environmental advocacy groups, and in some cases the media and elected officials.

Factor 7- Purpose of Contacts Level 7-3 120 Points

The purpose of contacts is to influence or negotiate with others who may be skeptical or uncooperative or whose interests differ from those of the program represented. Issues to be resolved are sensitive or controversial. Contacts are also undertaken to plan, coordinate, or advise on work efforts or resolve operating problems in dealings with others who are working toward mutual goals.

Factor 8 – Physical Demand Level 8-1 5 Points

The work is primarily sedentary, although some physical effort may be required, e.g., walking, standing, carrying light items such as manuals or briefcases, or driving or traveling by motor vehicle.

Work done in the field conducting inspections will require considerable climbing, walking, stooping, bending, carrying, lifting, driving and traveling by motor vehicle.

The employee must successfully complete 24 hours of classroom safety training and must hold Regional certification that she/he has met this requirement. The employee must take 8 hours of refresher safety training each year.

The employee must maintain a valid state drivers license.

Factor 9 – Work Environment Level 9-1 5 Points

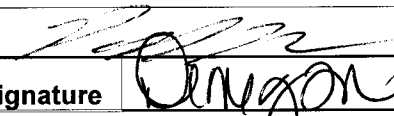
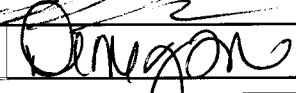
The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, training rooms, and libraries. The work area is adequately lighted, heated, and ventilated. There may be occasional exposure to moderate risks or discomforts during field inspections.

Extramural Resources Management Duties Checklist

This checklist must be used with all PDs to identify the percentage of time an employee is engaged in duties related to managing contracts, grants, cooperative agreements, and interagency agreements. For positions requiring performance of these duties for 25% or more of the employee's time, in addition to this checklist, such duties must also be described in the body (major duties area) of the PD.

Employee Information		Percentage of Time Spent on Extramural Resources Management	
Name	John Colletti		This position has no extramural resources management responsibilities.
Position Number	N3543XW	Y	Total extramural resources management duties occupy less than 25% of time.
Title	Environmental Engineer		Total extramural resources management duties occupy 25% to 50% of time. These duties are indicated below and described in the position description.
Series/Grade	GS-0819-13		Total extramural resources management duties occupy more than 50% of time. These duties are indicated below and described in the position description.
Organization	USEPA, WD, NPDES, S1		

When this checklist is used as an amendment to a position description, the following signatures are required:

Supervisor's Signature		Date	6/10/13
Personnel Specialist's Signature		Date	6/21/13

Part 1. Contracts Management Duties

		Monitors management and performance of delivery orders/work assignments after award
Pre-award:		Defines scope of work for work assignments
Plans Procurements		Approves payment requests of ACH drawdowns
Estimates Costs		Manages cost-reimbursement contracts
Obtains funding commitments		Reviews invoices
Prepares procurement requests		Inspects and accepts deliverables
Writes statements of work		Other (list)
Reviews statements of work		
Processes unsolicited proposals		
Responds to pre-award inquiries		
Participates in pre-award conferences		Close-out:
Conducts technical evaluation of proposals		Writes reports on contractor performance, costs, and tasks performed
Participates in debriefing/protests		Reconciles payments with work performance
Other (lists)		Closes-out payments
		Performs cost accounting
Post-award:		Provides assistance to Contracting Officer in settling claims
Prepares delivery orders		Other (list)
Reviews contractor work plans		
Reviews contractor progress reports		
Monitors government-furnished property		Percentage of Time Spent on Contracts Management
Monitors cost, management, and overall technical performance of contract after award		0 %

Continued

Part 2. Grants/Cooperative Agreements Duties				Advises Grants Management Office of potential problems/issues
Pre-application/Application:				Participates in decisions/actions to ensure successful project completion and in decisions to impose sanctions
	Prepares solicitation for proposals			Approves payments requests or ACH drawdowns
	Identifies potential grantees for area of program emphasis			Reviews requests for modifications, additional funding, etc., and makes recommendations to Grants Management Office
	Makes initial determinations (whether project is procurement or assistance, whether agency has legal authority, whether applicant is eligible, whether funding is available, etc.)			Negotiates amendments
	Provides administrative information to applicants			Reviews Cost/Price/Analysis for recipient contracts/change orders (Superfund only)
	Determines appropriateness of applicant's workplan/activities/budget and compliance with regulations and guidelines and negotiates with applicant			When necessary, recommends termination of the agreement
	Assists applicant in resolving issues in application			Resolves with Grants Management Office administrative and financial issues
	For cooperative agreement, determines substantial Federal involvement and develops a condition for agreement			Conducts periodic reviews to ensure compliance with agreement
	Negotiates level of funding			Other (list)
	Conducts site visits to evaluate program capability			
	Serves as resource to Selection Panel			Close-out:
	Informs applicants of funding decisions			Certifies deliverables were satisfactory and timely
	Other (list)			Provides assistance to recipients and Grants Management Office to ensure timely close-out
				Reconciles payment with work performed
Award:				Notifies recipient of close-out requirements
	Prepares funding package, including Decision Memorandum			Obtains legal assistance if necessary to resolve incomplete close-out
	Obtains concurrences/approvals			If project is audited, responds to issues and ensures recipient complies with audit recommendations
	Reviews/concurs in completed document			Other (list)
	Establishes project file			
	Other (list)			
Project Management/Administration:				Percentage of Time Spent on Grants/Cooperative Agreements Management
3	Monitors recipient's activities and progress			
	Reviews reports and deliverables and notifies recipient of comments			6 %
3	Provides technical assistance to recipients			
Part 3. Interagency Agreements Duties				
Pre-Agreement:				Monitors cost management and overall technical performance
	Plans and negotiates work effort			Participates in decisions about project modification/termination
	Estimates costs			Conducts periodic review of Superfund State Contracts payments receipts (Superfund only)
	Obtains funding commitments			Inspects and accepts deliverables
	Prepares commitment notice			Other (list)
	Writes or reviews scope of work			
	Responds to pre-agreement inquiries			Close-out:
	Participates in pre-agreement conferences			Reviews final report
	Coordinates with appropriate staff in developing Independent Government Cost Estimates (IGEs)			Decides on disbursement of equipment
	Negotiates and ensures execution of Superfund State Contracts (Superfund only)			Reconciles payments with work performed
	Performs technical evaluation of work plan and budget			Reviews Superfund State Contracts to ensure full reimbursement (Superfund only)
	Prepares funding package and obtains necessary concurrences			Certifies deliverables
	Other (list)			Resolves close-out issues with Grants Management Office/other agency
				Other (list)
Project Management/Administration:				Percentage of Time Spent on Interagency Agreements Management:
	Reviews progress reports/financial reports			
				0 %

**POSITION CLASSIFICATION
EVALUATION STATEMENT****Request No.: 13-WN-4****I. INTRODUCTION:**

- a. Position Location:** Region 5, Water Division
NPDES Program Branch, Section 1
- b. Action Requested:** Reassignment
- c. Proposed Classification:** Environmental Engineer, GS-0819-13
- d. Desk audit or supervisory interviews:** None

II. REFERENCES: OPM Job Family PCS for Professional Work in the Engineering and Architecture Group, 0800, Nov. 2008

III. SERIES AND TITLE DETERMINATION: The purpose of this position is to serve as the biosolids expert for the Division to coordinate advance environmental engineering technology, research and analysis of biosolids. The work includes the resolution of a broad range of critical or highly unusual engineering problems, development of innovative approaches or guides, or the determination of the effectiveness and validity of proposed or current policies and programs. These duties require a professional scientific knowledge of environmental engineering and related scientific work relative to environmental programs. This position is classifiable in the Environmental Engineer, GS-0819 series, which covers positions which manage, supervise, lead, and/or performs professional engineering and scientific work involving environmental programs and projects. Prescribed title for such positions is Environmental Engineer.

IV. GRADE LEVEL DETERMINATION: The reference listed above is used to determine grade level:

Evaluation Factors	Level	Points	Comments
1. Knowledge Required By the Position	1-8	1550	Expert knowledge and mastery of environmental concepts, and principles, laws, regulations, and precedent decisions, sufficient to coordinate advanced environmental engineering technology, research and analysis of biosolids and sufficient to apply new developments and theories to critical and novel problems and to extend and modify approaches, precedents and methods to solve a variety of scientific technical problems. Expert knowledge of Federal, State, and local laws and regulations, documents and reporting requirements, and lawmaking or rule making processes sufficient to make decisions significantly changing, interpreting, or expanding important agency or national policies and programs.

			<p>Knowledge of professional engineering, sufficient to serve as a senior expert involving extremely complex environmental engineering work. This exceeds level 1-7, at which the employee must have a broad professional knowledge of, and skill in applying, a wide range of engineering and/or scientific theories, concepts, principles, standards, and methods, which do not reach the level of mastery of the principles and theories of environmental engineering as is the case with level 1-8. This position meets level 1-8, at which the employee is required to have a mastery of, and skill in applying, expertise in advanced engineering theories, principles, concepts, standards, and methods, sufficient to perform such duties as extending or modifying theories, concepts and assumptions. This fails to meet level 1-9, at which the employee is required to have mastery of, and skill in applying, the art and science of a specialty area of an engineering discipline sufficient to perform such duties as developing new theories, concepts, principles, methods, applications, and practice; and to extend the existing parameter of engineering knowledge and its application and practice.</p>
2. Supervisory Controls	2-4	450	<p>The supervisor establishes overall objectives and resources available. The supervisor and employee jointly develop projects, priorities, and deadlines. The employee then independently plans and carries out the assignments, resolving most of the conflicts that arise and keeps the supervisor informed of far reaching implications. Completed work is reviewed from an overall stand point in terms of feasibility and effectiveness in meeting requirements. This exceeds level 2-3, at which supervisor defines the objectives, plans, priorities, and deadlines, and provides assistance on controversial or unusual situations without clear precedents. The employee plans and carries out the assignments in accordance with accepted policies and practices. Work is reviewed for technical soundness. This position meets level 2-4, at which the supervisor outlines overall objectives and available resources and the supervisor and employee, in consultation, develop the scope of the assignment, including approaches, time frames and deadlines. Within these parameters, the employee plans and carries out assignments and resolves most conflicts independently, and keeps the supervisor informed of progress and potentially controversial</p>

			problems and issues. Also at level 2-4, the supervisor reviews the completed work for soundness of overall approaches and effectiveness in meeting requirements or in producing expected results. This position fails to meet level 2-5 , at which the supervisor provides administrative and policy direction in terms of broadly defined missions or functions. The employee independently plans, designs, and carries out the work to be done. Work is reviewed for adherence to policy and broad agency objectives. Work is normally accepted without significant change.
3. Guidelines	3-4	450	Guidelines are technical, regulatory and policy guidance which are often broad and non specific, requiring the incumbent to use experienced judgment and resourcefulness to adapt or interpret general guidelines and to deviate from or extend traditional practices, methods and techniques or to resolve situations where precedents are not available or are not applicable. This exceeds level 3-3 , at which incumbent uses a variety of guidelines that are not always directly applicable to the work and may have gaps in specificity, but precedents are available for use. The employee uses judgment in considering precedents and researching, selecting and applying available guidelines to specific problems or issues. This meets Level 3-4, at which applicable guidelines are stated in general terms and require the use of initiative and resourcefulness in deviating from, adapting or extending traditional methods. This fails to meet Level 3-5 , at which guidelines are defined as broadly stated, non-specific policy statements, statutes, court decision, etc, that require extensive interpretation.
4. Complexity	4-5	325	The work consists of a variety of assignments encompassing a broad range of activities in numerous facilities, sites, and other programs. This involves providing regional program oversight and engineering advisory services to engineers in state and local and tribal government offices, and engineers and private industry representatives. Decisions as to what needs to be done involve assessing very complex, diverse circumstances, such as uncertainty in approach or interpretation resulting from such concerns as continuous program changes, technical developments, or conflicting interests or ideas. The employee uses judgment and ingenuity in the

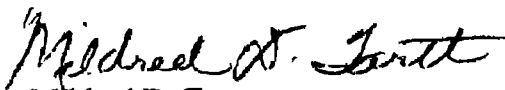
			<p>development, execution and monitoring of and advising on the most complex and politically sensitive environmental protection policies, plans, and programs. This exceeds Level 4-4, at which the work includes a variety of duties involving different and unrelated processes and methods common to the discipline and involving such difficulties as modifying standard methods, practices, or techniques or existing guides to address current and evolving problems or issues. Also at level 4-4 decisions concerning what needs to be done involve analyzing and evaluating information, unusual circumstances, unconventional issues, conditions and problems. This position meets Level 4-5, at which the work involves performing a variety of duties requiring the application of many different and unrelated processes and methods to a broad range of activities, or in-depth analysis of controversial or high visibility issues. Issues and factors to be considered involve major areas of uncertainty in approach and methodology or interpretation and require judgment, creativity, and resourcefulness. Decisions regarding what needs to be done involve assessing and resolving major uncertainties, unique situation, obscure problems or conflicting objectives resulting from such things as rapid and continuing changes in program or work requirements. This position fails to meet level 4-6, at which the work involves exceptionally broad and intensive efforts impacting functional areas and processes, requiring the employee to conduct extensive investigation and analysis of largely undefined factors and conditions in a setting where precedents do not exist at all, which involves a high degree of abstraction to originate concepts, theories, or program.</p>
5. Scope and Effect	5-4	225	<p>The work includes the resolution of a broad range of critical or highly unusual engineering problems, development of innovative approaches or guides, or the determination of the effectiveness and validity of proposed or current policies and programs. This includes serving as an expert advisor and consultant to officials and managers within or outside the agency on a broad range of engineering activities and broad policy issues. The work affects the agency's, the region's, and states' water quality programs and the safety and quality of life of the residents within and around the affected municipalities. The work also</p>

			<p>affects the ability of the agency to meet its goals and the needs of its customers. This exceeds level 5-3, at which the work involves applying precedents and established techniques to resolve a variety of conventional problems and the work effects such things as the design, operation, or safety of facilities, systems or equipment. This position meets Level 5-4, at which the purpose of the work is to plan and carry out a variety of important projects or program activities, involving a wide variety of circumstances or unusual condition. At this level the work involves originating new and improved applications and strategies for engineering concepts, theories, and principles or providing advisory services on problems, conditions, programs, and functions to a broad customer base. Work results affect the ability of the agency to meet its goals and the needs of its customers. This fails to meet level 5-5, at which the work involves such things as isolating and defining unprecedented issues and unknown conditions; formulating and exploring new theories and phenomena and providing expertise and advice on program planning and policy making functions covering a broad range of engineering, architecture, or scientific programs.</p>
6.&7. Contacts & Purpose of Contacts	3C	180	<p>Contacts are with a wide range of professional and administrative personnel throughout the agency, at other federal agencies, in state and local government, private industry, academia, nutrient coordinators from headquarters and other Regions. This exceeds Level 6-2, at which contacts are with employees in the same agency, but outside of the immediate office, or with individuals or groups from outside the employing agency in a moderately structured setting. This meets Level 6-3 where contacts are with persons inside and outside of the agency, such as those listed above. This fails to meet level 6-4, at which contacts are with high-ranking officials at national or international levels in highly unstructured settings.</p> <p>Contacts are for the purpose of influencing or negotiating with others who may be skeptical, or uncooperative or whose interest differ from those of the program represented and issues to be resolved are sensitive or controversial. This exceeds Level 7-B, at which contacts are for the purpose of advising on work efforts to resolve issues or operating problems.</p>

			This meets Level 7-c , at which the purpose of contacts is to influence and persuade persons or groups who may be skeptical or uncooperative. This fails to meet Level 7-D , at which purpose of contacts is to justify, defend, negotiate, or settle matters involving significant or controversial issues and/or programs.
8. Physical Demands	8-1	5	Work is primarily sedentary. This meets level 8-1 , at which work is primarily sedentary. This fails to meet level 8-2 , where assignments regularly involve more physical effort, such as long periods of standing, bending, and stooping.
9. Work Environment	9-1	5	The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices. This meets level 9-1 , at which the work is performed in a typical office setting. This fails to meet level 9-2 , which requires moderate risks or discomforts, and requires observance of safety precautions.
TOTAL		3190	

V. Summary:

- a. Final title, series and grade: A total of 3190 point falls within the range of 3155 – 3600, which equates to GS-13. The position is properly classified as Environmental Engineer, GS-819-13.
- b. FLSA Determination: Position is determined to be a learned professional position *exempt* from FLSA, in accordance with 5 CFR 551.208.
- c. Functional Code: 42
- d. Drug testing requirements: Information not provided.
- e. Financial disclosure required: Information not provided.



Mildred D. Tartt
Contract Classification Specialist
FPMI Solutions, Inc.

Date: 06/21/13

